

STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE
QUARTERLY MEETING – October 20, 2010
Governors State University

Chair Barney Bryson called the meeting to order. Roll call was taken, and a quorum was present.

Present: Maureen Bendoraitis, Julie Benedict, Barney Bryson, Sara Clayton, Gary Fry, Debra Hilligoss, James Jones, Darlene Kendall, Kim Kirchner, Paul Kruszynski, Cristina Milliken, David Turner, and Linda Wense

Absent: Jay Brooks, Susan Courson, Janet Davis, David Ryan

Guests:

None

Report of Designated Employer Representative (DER) of Host Campus:

Gail Bradshaw, Associate VP For Human Resources, welcomed the committee to Governors State and invited us to explore the campus and renowned artwork. Ms. Bradshaw and administration consider the Civil Service employees to be partners and appreciate the work and they support the Civil Service employees in their efforts. Ms. Bradshaw reported on several projects of partnership at GSU.

Minutes:

Sara Clayton made a motion to approve the minutes of the July 2010. Linda Wense seconded. A roll call vote was taken.

Maureen Bendoraitis	Aye		Gary Fry	Aye		Kim Kirchner	Aye
Julie Benedict	Aye		Debra Hilligoss	Aye		Paul Kruszynski	Aye
Barney Bryson	Aye		James Jones	Aye		Chris Milliken	Aye
Sara Clayton	Aye		Darlene Kendall	Aye		David Turner	Aye
						Linda Wense	Aye

Motion passed.

Review of Correspondence

Barney Bryson reported on the special Election and Executive committees from the morning regarding the written response from Ms. Elyne Cole, UIUC, HR.

Mr. Jay Brooks, SIUC, communicated that he will retire from SIUC in January and resign from EAC as of January 1, 2011.

Public Comments:

There were no requests for public comment.

Report of Chair:

Barney is very concerned with the vacancy at CSU and no one to run. Barney sent emails to CSU but no response and hopes to talk to someone at Council of Councils. Linda Wense spoke with CSU Human Resources and they reported that no one ran. Barney is open to suggestions on what could be done to encourage participation and to bring those suggestions forth during the Election report.

SURS Update:

Barney expressed the importance of belonging to the SUAA and supporting those that work to preserve your interest and understand the facts and be able to present those to others that do not understand.

**Report of Executive Director – Tom Morelock
Agency Budget Report**

- Budget: The recommended budget for FY12 is the same as FY10. This request is going ahead to the IBHE with a 0% increase.

Audit Program Update:

Cindy Neitzel provided an update on Audits.

Final audit published for FY10:

- Western Illinois University
- Southern Illinois University at Edwardsville
- Northeastern Illinois University
- SIU School of Medicine, Springfield

University of Illinois Chicago received audits in May and October and will be on-going.

FY11 Audits drafts in progress:

- Governors State
- ISAC
- Illinois State University

Please review the SUCSS website for future scheduled audits.

The website also contains information on modifications to process and procedures. Contact Cindy if any questions.

Classification Plan Update

Jeff Brownfield provided an update on classification plan activities. Below are the activities in the following classification series:

- Police Sergeant –I/O Solutions was hired to revise the Police Sergeant knowledge exam and did a great job. The test is now in place. Oral boards are going on right now.
- Reimbursement Coding – This classification changes quite often and the System Office revises this every year. However; this year, they are reviewing this in more depth.
- Accounting Series – Conducted two rounds of pre-testing and are sifting through a variety of comments. They want to ensure that the test is fair.
- Administrative Aide I, Program Administrative Aide, and Program Administrative Assistant – The majority of job duties are overlapping. The System Office is looking at various options for the ease and eventual change. Admin Asst II would be a stand alone with revisions.
- Pipefitter Series – A new series exam will be out soon.
- Grounds – The exam was reviewed and revised.
- Engineers (civil, electrical, mechanical) – Combine into one engineering series with two levels.
- Clinical Actor or Standardized Patients – Most are extra-help right now.
- Multimedia and Instructional Technology – Group them together.
- Cooks groups and Food Service Workers – Combined and the those that are “stand alone” will go into a promotional line.

New statistics will be used to plan out the rest of the fiscal year.

Legal Update

Tom Morelock provided a brief legal update.

Three cases will be before the Merit Board at the meeting in November, EIU, NIU, and UIC. Applications are being accepted for Legal Counsel.

The group fondly remembered Mary Folmer and her contributions, guidance, and compassion she gave to the Civil Service System.

Other:

UIC is making attempts in correcting the current PAA issue.

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Absent: Jay Brooks, Susan Courson, Janet Davis, David Ryan

Guests:

Ms. Kristi DeLaurentiis, Merit Board member for GSU, welcomed the committee to campus.

2011 Quarterly EAC Meeting Dates:

The committee set the 2011 dates and tentative locations.

January 27 and 28	Eastern Illinois University
April 14 and 15	University of Illinois Urbana/Champaign
July 21 and 22	UIC
October 20 and 21	Springfield

The host institution of the Council of Councils for 2011 will determine the location of July and October.

Quarterly Employee Data –

No discussion

Academic Professional Review

Mr. Morelock provided a summary of PAA issue at UIC.

Staff Reduction and Precautionary Measures/Avoidance

The committee discussed issues at their respective Universities.

Report of Executive and Election Committees Meeting October 20, 2010.

Barney Bryson discussed this in the Chair's report.

Report of Executive Committee - Sara Clayton

No report

Report of Legislative Committee – James Jones

James Jones encouraged everyone to vote in the November election.

Report of Election Committee – Linda Wense:

Linda Wense reported the outcome of the EAC elections:

- WIU– Peter Skrypkun
- UIS – Denise Rothenbach
- SIU School of Medicine – Cris Milliken
- CSU did not have any applicants according to the CSU human resources.

SIUC will hold a special election with the retirement of Jay Brooks in January.

Other items:

None

Gary Fry made a motion to adjourn. Sara Clayton seconded. The meeting adjourned.

Respectfully submitted,


Julie Benedict, Secretary


Barney Bryson, Chair